



Butte Falls School District #91

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UNOFFICIAL MINUTES OF SCHOOL BOARD MEETING

MONDAY April 16, 2018

DATE/TIME/PLACE: A meeting of the School Board of Butte Falls School District 91 was held on Monday April 16, 2018 at 6:00 p.m. in the district office meeting room, 720 Laurel Avenue, Butte Falls, Oregon.

CALL TO ORDER: Stephanie Pitts, Steve Nelson, Dan Murphy, Kathleen Misfeldt
Absent: Aaron Worman

ADMINISTRATION: Dr. Phil Long, Dianne Gorman, Racheal Aiken

SECRETARY: Julie Freeman

PUBLIC: Roni Burg, Ahrien Johnson, Betsy Mathas, Chris Mathas, Mardell Smith, Mollie Terpening

CALL TO ORDER: Board Chair Stephanie Pitts called the meeting to order at 6:00 p.m.

PLEDGE OF THE ALLEGIANCE: Mrs. Pitts led the Pledge of the Allegiance.

APPROVE AGENDA: Agenda Adjustments - Add:

- 5.6 Butte Falls School/Crater Lake Charter Academy Sports Cooperative Agreement 2018-2020 - Dr. Long - ACTION
- 5.7 Official Designation for 2017-2018 fiscal year for authorized persons to sign district account checks - Dr. Long/ Racheal Aiken - ACTION
- 5.8 Resolution 18-08: Teacher Appreciation Week 2018 - Dr. Long - ACTION

Mrs. Misfeldt made a motion to approve the agenda as amended. Mr. Nelson seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

CONSENT AGENDA/ MINUTES: Mrs. Misfeldt made a motion to approve the minutes of the special board meeting of March 19, 2018. Mr. Nelson seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

COMMUNICATION/

REPORTS: SUPERINTENDENT'S REPORT (ENROLLMENT/SAFETY, SEISMIC PROJECT, UPDATE, ETC.)

Updates- Dr. Long spoke about the recent safety event with a student. He shared that administration was working on having some new safety precautions in place. He reported that the Alt. Ed. assistant had resigned and that administration was looking into how best to fill the position for the rest of the year. Dr. Long shared that some of the pre-school parents had concerns and that he and Mrs. Gorman would be meeting with them and staff from the B.F.C.S.P.

Dr. Long shared the enrollment report and stated that enrollment was holding steady. He also gave a brief update on the Seismic Project stating that they would be entering into phase three in a couple of weeks.

Dr. Long stated that he had met with Bryan Wood from Crater Lake Charter Academy and shared a draft of the sports cooperative agreement for 2018-2020. He stated that there were no changes from the current contract, other than having the business manager sign rather than the principal.

REVIEW OF PAYMENT

OF BILLS: Board members reviewed the expenditure report and asked for clarification on a few of the expenditures. Mrs. Aiken and Dr. Long provided answers.

FINANCIAL SUMMARY:

Mrs. Aiken provided the board with the financial summary sheet and answered questions the board asked pertaining to the summary. She stated that supply expenditures were over budget due to additional enrollment expenditures and expenditures related to the seismic project.

Mrs. Aiken shared that she was tracking expenditures related to the seismic project, and that once the project was completed; it may be possible to recode some costs to the seismic grant.

Mrs. Aiken gave a recap of how the State School Fund is calculated. She reminded the board that the fund runs on a three-year cycle and as collections come in and the years finish, the fund starts to adjust.

Mrs. Aiken also shared that she did a rough estimate of our May adjustment and stated that the adjustment will be about \$27,000 in the positive.

CHARTER SCHOOL/STAFFING UPDATE:

Mrs. Gorman gave a full report on the events, clubs and activities that are going on within the Butte Falls School District, including field trips, prom, sports sports banquet,

portfolios and conference week. She shared that an after-school science club started due to an exciting partnership with Science Works. Mrs. Gorman also shared the events that would be taking place on Earth Day with students at the NRC and Whiskey Springs.

Mrs. Gorman stated that the south side of the high school was complete and they were into phase two. She stated that the summer schedule would provide time to complete some of the finish work, but that the classrooms were functional. She added that they still planned to be able to have graduation in the gym.

Dr. Long shared that once the classrooms were out of the gym; the dividers would go down to the N.R.C.

ESSA/SITE
COUNCIL/PARENT
INVOLVEMENT:

Mrs. Freeman reported that the Title III English Learners plan was submitted. She stated that she is still waiting for the document to submit the budget narrative for the Title IV funds.

Mrs. Misfeldt shared that the Talent Show, sponsored by the Parent Club, was a huge success, with a large attendance. She also shared that the high school student helpers did a great job helping out with the event.

BUTTE FALLS CHARTER
SCHOOL/NATURAL
RESOURCE CENTER:

Mr. Mathas reported to the board that Betsy Mathas will be N.R.C. summer youth coordinator. He stated that she would be working with Bridget McGonagle from the B.F.C.S.P. to coordinate events for youth at the N.R.C. during the summer. He also shared that he had hired an engineer to help design a pavilion. He reported that drainage ditches were being filled by dirt donated from Jackson Co. Roads and Parks, and more irrigation pipe was going in for the weigh station. He shared that there would be a student workday on Earth Day and the students would be moving dirt.

Mr. Mathas also shared a front-page newspaper article about the welding class at the high school.

Mr. Murphy asked about the Builders Home Show and if our school was participating in it this year. Mr. Mathas replied that it would not be until next spring. He stated that other schools are promoting their CTE programs at the show.

Mr. Nelson asked about the deed to the N.R.C. Mr. Mathas stated that the purpose of the houses and buildings on the property are very specific on the application and there can be no changes without specific procedures. He stated that any changes should go before the board. He added that all changes have to be part of a discussion with the Dept. of Education & Dept. of the Interior.

Mrs. Misfeldt asked what the purpose of the houses were. Mr. Mathas responded that the grant is very specific that the houses are to be classrooms.

Dr. Long stated that the application for the property and a copy of the Quit Claim deed was included in the board packets.

Mrs. Pitts asked about the summer program at the N.R.C. Mr. Mathas stated that he had been working with the B.F.C.S.P. on various grants and included a summer program at the N.R.C. into the grants.

**BUTTE FALLS COMMUNITY
SCHOOL PARTNERSHIP:**

Mr. Murphy reported that staff would be attending various trainings in the near future and providing a training for the community on strengthening families. He also shared that they were increasing security at the B.F.C.S.P. and had received a \$10,000 grant towards a new heating system.

Mrs. Freeman reported that the kindergarten teacher and pre-school teacher would be meeting to go over data and assessments of the kinder-ready students that would be attending kindergarten next year.

PUBLIC COMMENT: Mr. Mathas stated that he had some concerns and asked to meet with administration. Mr. Mathas also shared packets about non-profit preparedness.

OLD BUSINESS:

Approval of Board Policies- GBNA, JBA/GBN, JFCF

Mrs. Misfeldt made a motion to approve the policies as updated. Mr. Muphy seconded.

Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Dr. Long pointed out the policy update binders to house the policies through the update process. The policies included have the recommended changes from OSBA. He asked the board members to bring the binders to each meeting. Once reviewed, approved policies will go to D.E.S.D. and be posted on the web site.

NEW BUSINESS:

2018-2019 School Calendar - Mr. Nelson made a motion to approve the 2018-2019 calendar moving the June board meeting date to the 3rd. Mr. Murphy seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Administrative Assistant Agreement 2017-2018- Mr. Murphy made a motion to approve the Administrative Assistant Agreement for the 2017-2018 school year. Mr. Nelson seconded. . Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed. Mrs. Misfeldt made a motion to approve the Administrative Assistant Agreement for the 2018-2019 school year. Mr. Murphy seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

B.F. Natural Resource Center QuitClaim Deed - Dr. Long reminded the board that there are obligations and responsibilities that come with the acquisition of the federal piece of property at the NRC. He stated that legal counsel had reviewed the QuitClaim Deed and gave his recommendation for approval.

Mr. Nelson made a motion to approve acceptance of the offer of the QuitClaim Deed Agreement as provided by the Federal Real Property Branch, Office of Management, U.S. Department of Education, which provides for the transfer of the surplus real property located in the County of Jackson, State of Oregon, known as Butte Falls Fish Hatchery and consisting of 2.5 acre as delineated in the QuitClaim for the amount of \$17,000, which is 90% Public Benefit Allowance, and direct the Butte Falls School District Superintendent of Schools to complete the execution of this transfer of property. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Chairperson Mrs. Pitts called for a five-minute break to celebrate the acquisition of the federal property with cake and juice. Meeting resumed at 7:35.

BFSD 91/SOU Partnership Memorandum of Understanding- Dr. Long expressed his appreciation to Dr. Susan Walsh, a provost for S.O.U., for her work in making the M.O.U. with S.O.U. a reality. He stated that the M.O.U. is a three- year agreement that will allow the district not only educational benefits but will allow the NRC to receive the zoning it needed to move forward and gave his recommendation for approval.

Mr. Nelson made a motion to accept and approve the Memorandum of Understanding between Butte Falls School District and Southern Oregon University as presented. Mrs. Misfeldt seconded. . Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

School Board Policy Review - First Reading-IGAEB, IGBA, IGBAB/JO, IGBAC, IGBAE, IGBAF, IGABF AR, IGBAH, IGBAJ, IGBAJ AR - Mrs. Pitts read the policy titles to the board members. Each member received a binder with the above policies for review. Dr. Long explained that the blue highlights were recommendations from OSBA.

Charter Lake Charter Academy Sports Cooperative Agreement 2018-2020 - Dr. Long presented the new sports contract with Crater Lake Charter Academy for the 2018-2020 school year. Mr. Nelson stated that he supports the program. Mrs. Pitts asked for clarity on a few items and asked to have surveys from students, parents and the community. She also asked for a cost analysis of the program.

Dr. Long stated that grades 6-8 would define the middle school sports program. Mrs. Burg asked if some sports could include fifth graders. Dr. Long said he would look into it. He also shared that next year the district will be involved in KOB's "Know Your Role" program that focuses on sportsmanship. Mr. Nelson made a motion to accept and approve the Butte Falls Charter School/Crater Lake Charter Academy Sports Cooperative Agreement 2018-2020 as presented. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Official Designation for 2017-2018 fiscal year for authorized persons to sign district account checks - Mrs. Aiken explained the need remove retired personnel off the accounts and the need to get current personnel on the bank signature card.

Mrs. Misfeldt made a motion to change the Official Designations for the 2017-2018 fiscal year for authorized person to sign district account checks as follows:

- Remove former Superintendent Dr. David Courtney as an authorized signer for all accounts.
- Add current Superintendent Dr. Phil Long as an authorized signer for district accounts.
- Add Racheal Aiken, Business Manager/Deputy Clerk as an authorized signer for district accounts.

Mr. Nelson seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

Resolution 18-08: Teacher Appreciation Week 2018 - The board did a round table reading of resolution 18-08-Teacher Appreciation Week 2018. Mr. Murphy made a motion to approve Resolution 18-08 proclaiming May 7-11, 2018 as Teacher Appreciation Week in Butte Falls School District 91. Mrs. Misfeldt seconded. Mrs. Pitts-Aye, Mr. Nelson-Aye, Mrs. Misfeldt-Aye, Mr. Murphy-Aye. Voted and carried. 4 Ayes votes, 0 opposed.

ANNOUNCEMENTS
AND COMMENTS
FROM THE BOARD:

Mr. Nelson commented on the many things that are going on within the district and that we need to support the people that make it happen. He also stated that he and Mr. Murphy had been doing research on modular structures vs. additions.

Mr. Murphy inquired about the magazine that the Upper Rogue Independent suggested for advertising last year. He also stated he would like to see a change in the recording rules on roll call.

Mrs. Pitts stated she had concerns about the security of the front of the elementary school and felt we should not wait on this. Dr. Long stated that he would do research and give a proposal to the board.

Dr. Long stated that the district would be purchasing another bus. He also stated that they would be using the current music room for the seventh grade class next year.

ADJOURNMENT: With no further business, the regular meeting was adjourned at 8:14 p.m.